

Terms of Reference

Clinical Countermeasures Board Pandemic Influenza Preparedness Programme

Overview

Access to the following range of countermeasures is essential to planning and delivering a response to an influenza pandemic:

- pre-pandemic and pandemic-specific vaccines
- antibiotics
- antivirals
- consumables (including hygiene and protective equipment).

The purpose of the Clinical Countermeasures Board (CCMB) is to provide governance and oversight of the necessary maintenance and management of the clinical countermeasure UK stockpiles and the agreements required to ensure that the UK is well prepared to respond effectively to a pandemic.

The Clinical Countermeasures Board will

- ensure that all procurements are aligned to pandemic preparedness policy;
- review break points in contracts and outline key points at which there is scope for the Department of Health to review and change pandemic preparedness policy;
- review procurement and approval timelines, to track progress of activities and ensure procurements are completed so that stock levels are maintained;
- review risks and issues that relate to clinical countermeasures; track progress of actions and escalate where necessary;
- disseminate and share relevant and timely information to the UKCs and including to NHS England.

Out of Scope

The key exclusions from the scope of the Clinical Countermeasures Board:

- Setting and approving pandemic flu policy is the responsibility of the Department.
- Development and revision of scientific and clinical advice and guidance. This is now the responsibility of the Department to arrange with the appropriate expert group eg. New and Emerging Respiratory Virus Threats Advisory Groups (NERVTAG) and the Joint Committee on Vaccination and Immunisation (JCVI).

- The supply of routine medicines during a pandemic is not included. This is the responsibility of the DH Medicines, Pharmacy and Industry (MPI).
- Advice on the appropriate use of countermeasures in the clinical setting, e.g. use of facemasks in a hospital can be referred to through existing guidance issued on the Gov.UK website.
- Developing communications to support public understanding of and use of countermeasures is the responsibility of DH, PHE and Cabinet Office Communication teams.
- The UK CBRN stockpile. This is covered by the UK Stockpile Deployment Group.

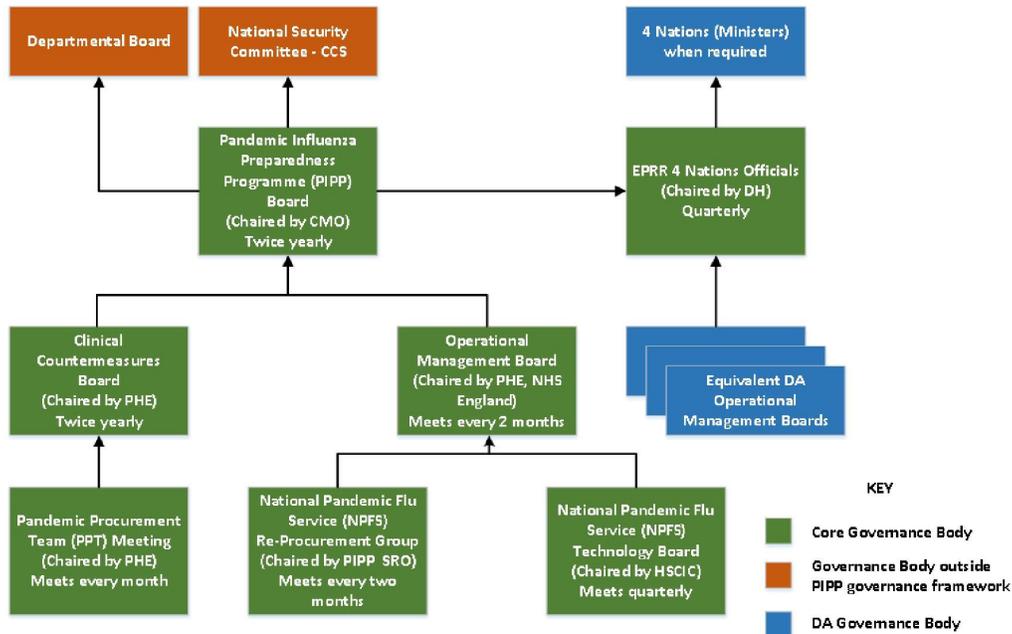
Governance

The Board is accountable to the Pandemic Flu Programme Board for the leadership and management of clinical countermeasures required for pandemic influenza preparedness and to their internal organisation’s governance arrangements.

The Board is responsible for the consideration of pandemic policy decisions, and to seek approval from the Programme Board when necessary.

The Board is responsible for escalating to the Programme Board those decisions that impact adversely on the Pandemic Influenza Preparedness Programme’s aims

The governance arrangements for the Pandemic Influenza Preparedness Programme are as follows:



PIPP Governance Structure

Membership

Public Health England will chair and provide secretariat for the Board.

The Board will consist of representatives and/or specialists from the following:

Public Health England
DH Pandemic Influenza Preparedness Policy
Commercial Medicines Unit
DH Medicines, Pharmacist and Industry
DH Financial Controls Branch (Investment Approvals)
NHS Business Services Authority
NHS England
Welsh Assembly Government (Health Emergency Preparedness Unit,)
Scottish Government (Health Delivery: Pandemic Flu Team)
Northern Ireland (DHSSPS Pandemic Flu Team)

Names of members are at Annex A

Additional members may be invited, either on a temporary or permanent basis, to attend as representatives or specialists who will contribute to the objectives of the Board.

Meetings

The CCB will normally meet every 6 months in London, usually in March and October each year.

Teleconference arrangements will be made available.

Meetings are usually held for no more than 2 hours.

Annex 1: Membership/Representation

Gareth Thomas	PHE	Interim Chair
NR	PHE	Secretariat
NR	PHE	Head of Business Management
NR	PHE	Head of Clinical Countermeasures
NR	PHE	UK National Countermeasures Manager
NR	DH (CMU)	Technical Pharmacist
NR	DH (CMU)	Category Manager
NR	DH (CMU)	Category Manager
NR	DH (MPI)	Principal Pharmacist
Vincent Noone	DH (Policy)	Pandemic Influenza Preparedness Policy
NR	DH (Approvals)	Investment Approvals
NR	NHS BSA	Supplier and Contract Management
NR	NHS BSA	Supplier and Contract Management
NR	NHS BSA	Supplier and Contract Management
Paul Dickens	NHS England	NHS EPRR
Chloe Sellwood	NHS England	Pandemic Influenza Resilience
NR	Scottish Government	Representative for Scotland
NR	DHSSPS	Representative for Northern Ireland
David Goulding	Welsh Assembly Government	Representative for Wales

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